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4 October 1961

MEMORANDUM FOR: Deputy Director for Plans
Deputy Project Director, DDP
Assistant Director, Office of Basic Intelligence
Assistant Director, Office of Central Reference
Assistant Director, Office of Current Intelligence
Assistant Director, Office of National Estimates
Assistant Director, Office of Operations
Assistant Director, Office of Research and Reports
Assistant Director Office of Scientific Intelligence
Director of Security, DD/S
Director of Training, DD/S

SUBJECT: Establishment of CIA/Photo Analysis Division/Liaison Staff
at Headquarters

REFERENCE: (a) NPIC Memo/D-62-61 dated 3 July 1961

1. A Liaison Staff of the CIA/Photo Analysis Division (NPIC) has been established in Room 5-G-28, Headquarters, Langley. [REDACTED]

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[REDACTED] is designated Liaison Staff Chief. The Liaison Staff may be contacted on the following extensions: [REDACTED]

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2. Functions of this Staff are designed to assist Headquarters personnel in dealing with CIA/Photo Analysis Division (NPIC), including the following:

- A. To assist Agency component requirement officers in the preparation of requests for photo interpretation services and support requirements.
- B. To provide a centralized control center for NPIC and CIA photographic intelligence publications and, as required, for related study facilities for sensitive materials for use by appropriately certified Agency personnel.

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3. Reference (a) sets forth the procedure for submitting all CIA photographic interpretation support or services requests. All such requests should be prepared on Form Number NPIC FM 1 (8-61) and sent directly from the Agency component requirement officer to:

Director, NPIC

Attn: Chief, CIA/PAD(NPIC)
Room 701, Steuart Building
1014 5th Street, N. W.

Questions concerning the status of requirements should be directed to the Requirements Section, CIA/PAD(NPIC), extension

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Executive Director
National Photographic Interpretation Center

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